

TERMS OF REFERENCE

I. General Information:

Title: Programme Analyst, Care Economy
Sector of Assignment: Women's Economic Empowerment
Country: Senegal
Location (city): Dakar
Agency: UN Women

II. Background:

Care work is essential for vibrant and sustainable economies and societies. In West and Central Africa, women spent 4 times more time on domestic and care tasks per day than men do. Across the region, time spent by women and girls cooking, gathering wood, collecting water, and tending to families, households and communities, means less time and energy to invest in educational, income-generation or personal development activities. In rural areas, where limited infrastructure aggravates gender inequalities in the distribution of care work, unpaid care of women impacts their coping strategies in the face of crises and limits their income-generation activity, a basic pillar of resilience building.

UN Women is working with governments and civil society in West and Central Africa in recognizing, reducing, and redistributing unpaid care and domestic work, and rewarding and representing care workers in the paid care economy. This is done through:

- Identifying and developing innovative models of care service provision adapted to the region;
- Supporting governments in collecting Time Use Survey data;
- Generating evidence to build the economic case for care reform and advocating and creating awareness on the value of unpaid care;
- Advocating for reforming laws and policies, and creating enabling regulatory frameworks;
- Promoting investment in time-saving infrastructure and technologies;
- Challenging social norms and engaging with men and boys (positive masculinity);
- Building capacity of critical stakeholders to understand the impact of unpaid care and to formulate and implement policies to address it;
- Ensuring recognition and visibility for UN Women funding partners in the region.

UN Women is looking for a care economy Analyst to support the work of its Regional Office for West and Central Africa (WCARO) and UN Women's Senegal Programme. The Programme Analyst, based in Dakar, will also support partnerships and visibility to top funding partners in the area of the care economy at the global level. The Programme Analyst will report to UN Women's senior advisor for women's economic empowerment in WCARO with matrix reporting to UN Women's partnerships specialist in the Public Partnerships Section.

III. Duties, Responsibilities and Output Expectations:

Provide support to the regional women's economic empowerment advisor, and the regional feminist economist in programmatic, policy, knowledge management capacity building activities in the area of care economy including:

- Contribute to the formulation of the programs in the area of the care economy in West and Central Africa

- Support the regional economy in designing and delivering capacity building activities in the field of care economy
- Contribute to project management in relation to projects and programmes in the field of care economy
- Support the regional economist and the regional advisor in formulating and rolling out of care related policy reform processes
- Actively prepare and participate in meetings/discussion with subject matter experts, working level staff and other stakeholders
- Provide support in preparing briefing materials, research for background papers, drafting concept notes and prepare first drafts of knowledge and communication products in relation to the care economy programme in West and Central Africa
- Work on identifying financing opportunities and strategies for the work on care economy in coordination with other teams in HQ, Regional Offices and Country Offices working on this.
- Assist the Public Partnerships Section in developing partnerships and mobilizing resources to scale up initiatives in the field of the care economy and other priority areas for UN Women in West and Central Africa and globally
- Work with the Partner Intelligence, Visibility and Analysis unit to provide increased donor visibility and recognition for contributions to UN Women
- Design, implement and monitor partner recognition and visibility activities in WCARO, in accordance with the Partner Recognition internal Guidelines and Strategic Note Partnerships, Communication and Visibility Annex
- Maintain an overview of UN Women's corporate engagement with top funding partners in WCARO and strengthen and align coordination in donor engagement in the region

IV. Qualifications and Experience:

Education

- Master's degree or equivalent in social sciences, development economics, gender/women's studies, international development, or a related field is required.

Work Experience

- A minimum of 2 years of paid working experience in a relevant field (socio-economic analysis and policy work, development programme formulation and project implementation, coordination and partnerships building in the area of gender equality and development, knowledge management and capacity building);
- Experience in the area of development economics, care economy, and women's economic empowerment;
- Experience conducting policy research and analysis is an asset.

Language:

- Excellent communication skills (written and oral) in English and French are required

Key competencies of the assignment:

Core Values:

- Respect for Diversity
- Integrity
- Professionalism

Core Competencies:

- Awareness and Sensitivity Regarding Gender Issues
- Accountability
- Creative Problem Solving
- Effective Communication

- Inclusive Collaboration
- Stakeholder Engagement
- Leading by Example

Functional Competencies

- Interest/experience in economic development and gender issues in Africa;
- Excellent drafting skills with the ability to edit reports and program documents;
- Very strong analytical, critical-thinking and problem-solving skills: identifying data sources, mining data, interpreting, visualizing and using data for the purpose of problem solving and generation of evidence;
- Very strong inter-personal skills, communicate effectively with staff at all level of the organization;
- Ability to handle multiple tasks while working with a sense of urgency to meet deadlines;
- Versatile and ability to work in a multicultural, global and fast-paced environment while maintaining strong internal client service orientation;
- Good command of Excel, Word, PowerPoint;
- Demonstrates strong commitment to knowledge-sharing within a multicultural environment;

V. Training & Learning Expectations:

Training components:

- Participation in a UN Women Induction Course in New York within the first 6 months of the assignment;
- JPO will be required to complete all UN Women mandatory online training courses including introductory courses on gender equality concept and programming approaches for UN staff, courses on sexual harassment, ethics, HIV in the workplace and security.
- JPO will have access to online training and learning resources of the Learning Management System to develop management skills as well as knowledge in specific technical areas in line with the individual learning plan developed annually with the supervisor.
- The JPO will take part in training activities that are planned for the office based on learning needs assessments conducted at the beginning of the year.
- JPO will also have the opportunity to participate in workshops/seminars organized by UN Women led projects and other national and international partners, and attend regional and national conferences/workshops as a participant or speaker, with agreement of supervisor;
- Use of yearly JPO duty-related travel and training allocation (DTTA), as per the online DTTA guide;
- A significant amount of the JPO's development will occur through guided experiences which take place during the assignment.

Learning elements:

After the first 2 years of assignment, the JPO will have / be able to:

- Conduct gender and economics analysis and identify critical barriers and opportunities to women's economic empowerment in different sectors in sub-Saharan Africa via participation in the larger WCA women's economic empowerment team;
- Identify policy responses and formulate results-based programs to support women's economic empowerment in the area of the care economy;
- Communicate effectively on policies and programmes to address the 5Rs through the development of effective presentations, knowledge and communications products, etc.
- Develop basic strategies for capacity building, advocacy and reform in the areas of women's economic empowerment and the care economy, involving different types of stakeholders;
- Develop basic strategies to mobilize resources for SDG5 implementation;

After the completion of the full assignment (4 years), the JPO will also be able to:

- Demonstrate expertise in developing partnerships and mobilizing resources to scale up initiatives related to the care economy and other areas
- Develop a comprehensive understanding of UN Women's corporate engagement with key funding partners in WCARO and effectively maintain coordination and alignment in donor engagement within the region.
- Collaborate with internal and external partners to enhance donor visibility and recognition for their contributions
- Utilize her/his skills to design, implement, and monitor partner recognition and visibility activities
- Be equipped to make a substantial impact in advancing gender equality and women's empowerment.

VI. Background Information:

The UN Women, grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security. Placing women's rights at the centre of all its efforts, the UN Women will lead and coordinate United Nations system efforts to ensure that commitments on gender equality and gender mainstreaming translate into action throughout the world. It will provide strong and coherent leadership in support of Member States' priorities and efforts, building effective partnerships with civil society and other relevant actors.

For the first two years, the JPO will be working at the Women's Economic Empowerment team of UN Women's Regional Office for West and Central Africa. West and Central Africa has some of the lowest development and gender equality indicators in the world. It hosts the Sahel region where demographic, political and environmental challenges revolve to yield large opportunities for programming and policy action to improve development and gender outcomes. This makes it one of the most dynamic learning environments for young professionals willing to expand and deepen their gender and development skills.

UN Women's Regional Office for West and Central Africa provides policy advice and support to 10 country offices in the region, and works in collaboration with other UN agencies in the countries where it does not have a country presence. The JPO will work at WCRO Women's Economic Empowerment team, comprised of the Regional Advisor, one regional feminist economist; one sustainable development and innovation specialist; one women's economic empowerment analyst; and one project coordinator. The JPO will also work closely with UN Women's Senegal Programme, which is currently launching a process of reform in the area of unpaid care.